



BM CONCEPT SCHOOL

LEARNING BEYOND CLASSROOM

BMCS is a Candidate School for **IB PYP**

Admission Policy

2025-26



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Overview of Bhagwan Mahavir Concept School:

At BMCS, we are more than just a school—we are a dynamic learning community where curiosity thrives, and young minds grow into global citizens. As an IB PYP candidate school, we embrace inquiry-based learning, empowering students to think critically, collaborate, and take meaningful action.

Our classrooms are alive with exploration, where students connect real-world issues with transdisciplinary learning. From robotics to language immersion, our curriculum is designed to nurture creativity, resilience, and a deep sense of responsibility toward the world. We believe in fostering independent thinkers who ask bold questions and develop solutions that make a difference.

Guided by the IB Learner Profile attributes, we cultivate inquirers, thinkers, communicators, and risk-takers who embody principles of integrity, open-mindedness, and care. Beyond academics, BMCS is a space where cultural intelligence and global perspectives shape every experience. We celebrate diversity, encourage innovation, and inspire students to see challenges as opportunities. With a strong foundation in international-mindedness, our learners embark on a journey that prepares them for a future without limits.

At BMCS, education is not just about knowledge, it's about transformation. We are shaping leaders, problem-solvers, and compassionate individuals who are ready to impact the world. Welcome to a school where learning is an adventure, and every child's potential finds its wings.

VISION

To cultivate a community of open-minded and compassionate individuals who embrace diversity, advocate for justice, and lead with purpose in building a more harmonious and sustainable world.

MISSION

Providing an engaging and inquiry-driven education that fosters resilience, critical thinking, and global awareness. Encouraging students to take ownership of their learning, act with integrity, and collaborate to create meaningful change in their school, local, and global communities.



Core Values

- **Integrity** – Acting with honesty, fairness, and strong moral principles.
- **Compassion** – Understanding and supporting others with kindness and respect.
- **Courage** – Embracing challenges, taking risks, and standing up for what is right.
- **Sustainability** – Making informed choices to protect our planet and future generations.

Philosophy:

At BMCS, we believe that every child is a unique learner with the right to quality education in an inclusive, nurturing environment. Our admission philosophy is rooted in the belief that diversity enriches learning and that all students, regardless of background, ability, language, or culture, should be given equal opportunities to grow and succeed.

We welcome learners from varied linguistic, cultural, and social backgrounds, as we see this diversity as a strength that fosters open-mindedness and global citizenship. Our admission process reflects our commitment to fairness, transparency, and inclusivity—ensuring that students and families feel respected, informed, and supported throughout their educational journey.

In line with the IB philosophy and our mission, we aim to create a learning community where students are empowered to explore, question, and thrive—academically, socially, and emotionally.



BMCS Admission Policy Statement

Bhagwan Mahavir Concept School (BMCS), an IB PYP candidate school, embraces a philosophy of inclusive, values-based education rooted in the principles of equity and access. Admissions at BMCS are open to all, without discrimination based on race, gender, religion, caste, nationality, language, or ethnic origin. In alignment with our mission, we consider each child's prior educational background, language proficiency, and individual learning needs to ensure they can thrive in our inquiry-based, English-medium learning environment.

Purpose of the Admission Policy

- To ensure a fair, inclusive, and transparent admission process for all applicants.
- To uphold the philosophy of the IB and BMCS in providing equal opportunities for all learners.
- To streamline and simplify the admission experience for parents and stakeholders.
- To ensure that each admitted student aligns with the BMCS vision of holistic, inquiry-driven education.

Admission Criteria at BMCS

Admission decisions are made in a thoughtful, child-centric manner and may include:

- Review of the child's developmental stage and age-appropriate readiness.



- A brief informal interaction with the child to understand their interests and learning disposition.
- Consideration of the language of instruction and any additional support needs.
- Dialogue with parents/guardians to understand the educational goals and aspirations they have for their child.

Connection with the IB Learner Profile Attributes

At BMCS, we believe in identifying and nurturing each child's potential through the lens of the IB Learner Profile. The admission process reflects this commitment:

- **Inquirers:** We seek learners who display natural curiosity and a willingness to explore and question. Informal interactions help us understand a child's interest in learning and discovery.
- **Knowledgeable:** While formal academic records are not the only basis for admission (especially in early years), we consider a child's prior exposure to learning environments and their readiness to engage in meaningful learning experiences.
- **Principled:** Our admission process upholds integrity, transparency, and respect. We value fair practices and ethical conduct while engaging with all families, ensuring each applicant is treated with dignity and consideration.

Inclusivity and Language Consideration

As an inclusive school, BMCS supports students from diverse linguistic and educational backgrounds. English is the medium of instruction, and language support may be provided where necessary to aid students' transition and comfort in learning.



Admission Review and Decision-Making

Admission decisions are made by the school leadership team in collaboration with the academic coordinators. Each case is reviewed individually to ensure the child's educational and developmental needs can be supported within the school's current provisions.

BMCS affirms that every child deserves access to high-quality, inclusive, and values-driven education. Our admission process is a reflection of our deep commitment to nurturing a diverse community of curious, confident, and compassionate learners.

BMCS Admission Eligibility & Age Criteria

(As on 15th June of the Academic Year)

At **BMCS**, we follow age-appropriate admissions in alignment with child development milestones and in accordance with national guidelines. The following are the eligibility criteria based on the child's age as on **15th June** of the academic year.

Early Years Programme (EYP)

BMCS believes in providing a nurturing start for our youngest learners through a structured and play-based **Early Years Programme**.

- **Playgroup**
Minimum Age: 2 years and above
- **Nursery**
Minimum Age: 3 years and above
- **Junior KG**
Minimum Age: 4 years and above
- **Senior KG**
Minimum Age: 5 years and above



Note: Original **Birth Certificate** is required at the time of admission for verification.

Primary Years Programme (PYP) – Grades 1 to 5

BMCS offers an engaging, inquiry-driven IB PYP curriculum for students from Grade 1 onward.

- **Grade 1**

Minimum Age: 6 years and above

Eligibility: Completion of a recognized Pre-Primary course is preferred.

Required documents:

- Authentic Birth Certificate
- Previous school records (if applicable)

- **Grades 2 to 5**

Eligibility:

- Submission of **School Leaving Certificate** from a recognized school
- **Report Card/Marksheet** of the last grade completed

At BMCS, while age is an important factor, we also emphasize the **developmental readiness and prior learning exposure** of the child to ensure smooth integration into our inclusive and inquiry-based learning environment.



Language of Instruction

English is the **primary medium of instruction** across all grades at BMCS, except during additional language sessions such as Hindi and Gujarati as second language is offered.

- Students are expected to **demonstrate the ability to access the curriculum in English** within a reasonable adaptation period.
- The school supports students through scaffolded strategies, especially in early years, to strengthen language acquisition.

Academic Achievement and Admission Process

- Admission decisions are guided by the **student's previous academic records**, if applicable.
- For the Primary Years Programme (PYP), **informal interactions or verbal interviews** are conducted to understand the child's learning style and readiness.
- Assessment tools may be used (where necessary) to gauge the learning needs and help plan appropriate academic support.

BMCS does not conduct formal entrance tests for PYP.

Inclusion at BMCS

BMCS is committed to an **inclusive and supportive learning environment**, ensuring equitable opportunities for all students, in alignment with IB philosophy.

- BMCS provides **inclusive education** for diverse learners by promoting an environment that is **welcoming, safe, respectful, and gender-sensitive**.



- The **Access and Inclusion Policy** at BMCS supports learners with different academic, emotional, or social needs and works collaboratively with parents, teachers, and external professionals when required.
- Students with mild to moderate learning difficulties (e.g., **dyslexia**, **dyscalculia**) are considered for admission, subject to documentation and review.
- In such cases, **special academic support** may be provided, which could include differentiated instruction, targeted interventions, or recommendations for external therapy.
- A **shadow teacher** may be required based on the student's learning needs, and the financial responsibility for this support lies with the parent.
- BMCS accepts referrals for academic support from **parents, teachers, or school counselors**, and tailors learning plans in consultation with all stakeholders.

Sibling and Community Considerations

BMCS values its learning community. Priority may be given (as per policy) to:

- **Siblings** of currently enrolled students
- **Children of faculty or school staff**
- Students coming from **partner institutions**, if applicable, while following standard admission criteria.

*** At BMCS, we are committed to the belief that quality education is a right, not a privilege. In alignment with this vision, fee concessions may be extended to families from less advantaged backgrounds, ensuring that no child is denied access to learning opportunities due to financial constraints.**



BMCS Admission Process

At **BMCS**, we believe that admissions should be welcoming, transparent, and personalized. We follow a **rolling admission process**, ensuring that families are supported at every step of their child's learning journey.

Step 1: Enquiry Stage

Admissions begin with an enquiry, which may be made via:

- A **phone call** to the school front desk
- A **walk-in visit** to the school
- An **online enquiry** through the school website
- An **email** sent to the official school ID

Our **Admissions Team** provides prompt responses and clarifies any questions or concerns. Families interested in proceeding are encouraged to complete the **Admission Application Form** and schedule a **school tour**.

Step 2: Application Submission

Parents are required to:

- Complete the **Admission Form** accurately
- Submit **relevant documents** such as the child's birth certificate, previous academic records (if applicable), and photographs
- Ensure the form is signed by **both parents**, especially in the consent and declaration section. This information helps the school understand the learner's background and initiate a smooth transition into BMCS.



Step 3: Campus Visit

We welcome prospective families to **visit BMCS** during school hours to experience the learning environment first-hand.

- **School tours** are conducted on **Monday to Friday**, between **8:00 a.m. to 4:00 p.m.**
- During the tour, parents can observe the learning spaces, meet school staff, and gain a sense of the school's atmosphere and approach.

Step 4: Interaction with the Head of School

An interaction with the **Head of School or designated leadership member** is an essential part of the admission process. This meeting allows us to understand the child holistically and build a meaningful relationship with the family.

The interaction may include:

- A discussion about the child's **learning style, interests, and previous school experience.**
- Insight into the family's **educational philosophy** and alignment with **BMCS values.**
- Informal questions or activities to understand the child's **personality, communication, and readiness.**
- An open opportunity for **parents and students to ask questions.**

The session is not a formal interview or academic test, especially for Primary Years students, but a warm and informative dialogue.

Step 5: Admission Decision and Confirmation

Admission decisions are based on:

- The interaction with the child and parents



- Review of submitted documents

Admission must be **confirmed by payment of the admission and term fees** within the stipulated timeline.

Parents will receive details of the **onboarding process**, including orientation sessions, uniform and book requirements, and the academic calendar.

BMCS Fee Policy – At a Glance

Installment Schedule

Installment	Due Date
1st Installment	20th March - 10th April
2nd Installment	20th June - 10th July
3rd Installment	20th September - 10th October
4th Installment	20th December - 10th January

Annual Tuition fee is paid before 30th April - Rebate 10% if annual fee paid before 30th April

Note: Late fees may apply for delayed payments. Next year the installment months for paying the fees might differ due to school reopening for students in June month.



Fee Composition by Category

Fee Component	Category 1: Existing Parents	Category 2: New Parents
Annual Fees	As per grade & year of admission	As per grade & year of admission
Registration Fees	–	Applicable (<i>Non-refundable</i>)
Security Deposit	–	Applicable (<i>Refundable after 2 academic years</i>)

BMCS Admission Fee & Withdrawal Policy

Fee Payment Upon Admission

Upon acceptance into BMCS, parents are required to pay the specified admission fee amount as communicated. Payment can be made via **cheque and NEFT** or any digital mode approved by the school.

- **Seat Confirmation:** The admission is confirmed only after payment is received.

Withdrawal Policy

Criteria	Guideline
Withdrawal at Year-End	Written notice to be submitted on or before 31st January of the ongoing academic year.
Withdrawal during the Academic Year	Minimum one month's advance written notice is required.



Refund Eligibility	Subject to the terms outlined at the time of admission.
School Leaving Certificate (SLC) Issuance	<ul style="list-style-type: none">• SLC will be issued only after clearance of all dues, return of library/resource materials, and formal approval.• The Leaving Certificate will be issued to the student only upon submission of the Leaving Certificate from the previous school by the parents.

BMCS reserves the right to withhold the Transfer Certificate in case of any non-compliance or pending dues.

Non-Payment Consequences

Students will not be allowed to:

- Attend school if fees remain unpaid for a prolonged period.
- Appear for **internal examinations** if fees or other dues remain pending.

This applies to all PYP students and is critical for ensuring fairness and operational sustainability.

Parent/Guardian Declaration

A **signed declaration form** is mandatory to complete the admission process. This form confirms the parent/guardian's understanding and acceptance of school policies, including fee, withdrawal, and academic expectations.

Policy Review and Communication

- The Admission Policy is reviewed every **year** or earlier, if mandated by IB changes or school leadership decisions.
- Updates are disseminated by the **Admissions Office** through parent orientations, the school website, and communication emails.



Reference

- **IB Programme Standards and Practices (2020):**
www.ibo.org/programme-standards-and-practices-2020

DECLARATION FORM BY PARENTS/GUARDIAN

I have read, understood and agreed to the above fees policy and terms and conditions therein. I understand that this document forms a part of the admissions documentation required for admission to NESISM. Signature of

parent: _____ **Date:** _____

Connection between the policies:

The **Language Policy** links to admissions by ensuring that families understand the school's multilingual environment. During orientation, parents are reassured that while English is the medium of instruction, home languages are valued and additional language learning is supported. Through the Language Policy, admissions ensure that parents understand the importance of nurturing home languages alongside English. Workshops are held to guide parents on how they can support their children's linguistic development at home.

The **Assessment Policy** is connected to admissions through baseline testing and orientation assessments. These help identify student needs from the start and ensure smooth transitions into the school's learning environment. Families are informed about how assessment is continuous and growth-oriented. The Assessment Policy reinforces admissions by providing transparency in reporting. Families learn that progress will be communicated through portfolios, conferences, and narrative reports, not just grades or percentages.



The **Inclusion Policy** is directly tied to admissions, as the school is committed to welcoming students from diverse backgrounds and abilities. Families are made aware of the support structures available for English language learners, students with special needs, or those requiring counseling. The Inclusion Policy ensures that admissions are equitable and that no child is excluded based on language, ability, or background. Information shared during admissions helps the school design personalized pathways for each student.

The **Academic Integrity Policy** also connects to admissions. Parents are introduced to the school's expectations for honesty, ethical research, and respect for intellectual property. This sets the tone for the learning culture at BMCS. The Academic Integrity Policy strengthens admissions by making integrity a shared responsibility from the beginning. Families commit to fostering honesty and ethical conduct in their children's learning.