Frequently Asked Questions

1. **1. Which are the schools covered under the online admission system?**

SL.N.	SCHOOL
1	Indian School Bousher
2	Indian School Muscat
3	Indian School Darsait
4	Indian School Al Wadi Al Kabir
5	Indian School Al Ghubra
6	Indian School Al Seeb
7	Indian School Al Maabela

2. **Is on line application mandatory for admission?**

   Yes

3. **What is the age limit for admission in KG I, KG II & Std I.**

   KG I - The Child should have completed 3 yrs on 1st April of the academic year in which admission is sought.

   KG II - The Child should have completed 4 yrs on 1st April of the academic year in which admission is sought.

   Std - I - The Child should have completed 5 yrs on 1st April of the academic year in which admission is sought.

4. **My child is currently not residing in Oman, but expected to join me for the upcoming academic year. Can I do online registration for him / her?**

   Yes. However, after allotment of seat, provisional admission can be given on submission of required documents and payment of fees. Admission will be confirmed only after the child's presence within the time specified by the school.

5. **The resident Visa is still not stamped on my child's passport but it is under process. Can I register online for his / her admission?**

   Yes, but the resident visa copy needs to be submitted at the time of admission.

6. **Currently my child does not have a passport, but will be getting it shortly. Can I apply for his/her admission?**

   Yes. But the Child's passport number is the unique identity to validate your application form. You may download the standard request application to obtain a unique number and email the duly filled form to bod.general@gmail.com with copies of Parent's id and Passport copy. After verification, a unique number will be allotted by mail/sms for entering the same in the field of Passport No. in the application form. This process will be done through email, only. The same process will be applicable in case of foreign nationalities where either of the parent / child holds an Indian Passport.

7. **The online application form calls for seven choices of schools. Is it mandatory for me to mark all the choices?**

   Yes, it is mandatory to mark all choices in the order of preference.

8. **How do I know that my application is submitted in the online system?**

   On submission of the application online, you will receive an email & SMS message informing you about successful generation of the application through the system. However, the application will be considered for allotment of seats only after completing the procedure indicated as in FAQ no.9

9. **What should I do after submitting my application online?**

   You have to take a print out of the completed application form, attach the duly signed and scanned copy of the application along with the copy of the processing fee receipt / deposit slip and send an email to admissions2022@indianschoolsoman.com The Subject of the email shall be the unique registration number on the application. (The application processing fee is OMR 15/-)

10. **I do not know how to send an email. Can I submit my application form and pay the processing fee in any of the Indian Schools?**

    Yes. But this facility is provided only at Indian School Muscat and Indian School Al Maabela.

11. **I have submitted my application form online, but have not emailed the scanned copy of the application form and receipt of fee payment. Will my application be considered for admission?**

NO. Your application will be accepted and considered for seat allocation only after the email submission of the scanned copies of the application and processing fee receipt. If you are not able to send the required email, submit the hard copy of the application along with cash payment of OMR 15/- towards processing fee either at Indian School Muscat or Indian School Al Maabela before the closing date.

12. **How do I know if my application form is accepted?**

After verification of application and payment of processing fee, you will receive an email & SMS alert confirming acceptance of your application.

13. **I have made a mistake in my application form during online submission. How can I correct it?**

You will be able to edit your application form with the login (registration number) & password until the processing fee has been paid.

14. **Can I make changes in my application after acceptance of the application form?**

Your application form will be accepted for the computer random draw for admissions after the payment of the processing charges. You can edit your application form until the processing fee has been paid, after that editing cannot be done on the application form.

15. **I am an Indian national expected to take employment in Oman soon. I wish to apply online for my child's admission for the academic year commencing in April 2022. Currently I do not have the Oman visa or resident card. Can I apply online now?**

As such applications can be accepted ONLY from current residents of Oman, which is a basic eligibility criterion. However, after arriving in Oman and obtaining your resident card you may approach the schools for admission, which will be subject to availability of seats.

16. **If any one member in the family (father, mother or child) has an Indian Passport, will the child be eligible for admission?**

Yes

17. **If the family members (father, mother or child) seeking admission have foreign Passport (nationalities) but hold PIO cards, will the child then be eligible for admissions?**

The child may be given admission only after admitting all children of Indian Nationality and that too depending upon the availability of seats.

18. **Can children of other nationalities and not covered under above mentioned points be admitted?**

Yes. Such children may be considered for admission only after admitting all children of Indian Nationality and that too depending upon the availability of seats. Please send an email to bod.general@gmail.com for obtaining a unique number in lieu of passport number.

19. **I am a parent with Indian Passport, but my child has a foreign passport? I am seeking admission for my child in Indian school. What should I do?**

Please send an email to bod.general@gmail.com for obtaining a unique number in lieu of passport number.

20. **Can anybody else view my application form or edit the details entered by me?**

NO.

21. **I have forgotten my login id / password. How can I track my application?**

You may contact the admission help desk number 24784386 for assistance.

22. **Can I submit more than one application for my child?**

NO. You are allowed to submit only one application per child. The system will not validate / accept any duplication.

23. **How are the seats allocated for admission in various schools?**

All accepted applications will go through a computerized random draw based on the preference made by the parent and availability of seats. The process would select the applicants, class wise, school wise & choice wise and the seat allocation will be made accordingly.

24. **Is the Area of my residence taken into consideration when the seat allotment is made in the draw?**

    NO, under the current system the area of residence is not considered for seat allotment. The random draw will do the allotment in any of the capital area schools purely based on availability of seats in each school and the order of choice marked by you.

25. **Will I get admission for my child in the school of my first choice?**

    It purely depends on the availability of seats in that particular school. Hence the parent is advised to mark the choices carefully after analysing the vacancy matrix given in this website for each school.

26. **If I submit my application form early, do I stand a better chance of getting admission?**

    NO, the seat allotment is NOT on "first come first served basis". All the applications accepted until the cutoff date will have equal chance of getting selected in the computerized random draw process.

27. **My child is currently studying in one of the Indian schools in the Capital area. Can I use the online registration and apply for an interschool transfer?**

    NO. Inter school transfers are not allowed in the online registration for admission process.

28. **I am a staff of one of the seven Indian schools, seeking admission for my child. How do I submit my application?**

    You have to follow the same procedure of online registration, except the payment of the processing charge. With a print out of the application you may approach the principal, who, in turn, will inform the Board.

29. **If my child's name comes in the draw, does it guarantee admission?**

    Yes. But please note that once allotment of seat is done the admission will be confirmed only after verification of documents and payment of fees at the respective schools.

30. **My child is currently studying in the morning shift. I am seeking admission now for the sibling. Will I get admission in the morning shift?**

    Yes. All new admissions are allotted for the morning shift.

31. **I have a child already studying in a particular school and I want to admit another child (sibling) in the same school. Would there be a preference given for admission in the draw?**

    Yes, but ONLY if the same school is marked in the application as FIRST CHOICE.

32. **My child is already studying in an interior school and I'm moving to Muscat, do I have to fill fresh application form?**

    Yes

33. **What should I do for admitting my child in higher classes for which there is no draw?**

    For admission to classes X and XII you are required to approach the school directly. However, for Class XI online application facility will be opened at a later date (by last week of March). You need to approach the school directly with the duly filled application form.

34. **How many SMS & email alerts will I get during the admission process?**

    a) On submission of online registration form. b) On acceptance of registration with required documents and processing fee. c) An alert one week before the random draw to those applicants who have done only online registration but have not paid the registration fee. d) Intimation of random draw results.

35. **What is the procedure in getting admission in the international wings of Indian School Al Wadi Al Kabir and Indian School Al Ghubra as they are not part of the draw?**

    For admissions in the International Wing (IGCSE Cambridge Syllabus) of Indian School Al Wadi Al Kabir, please approach the School directly. For more information, WhatsApp 90122012 or www.iswki.org

    For admissions in the International Wing of Indian School Al Ghubra, please contact the Vice Principal at 24493377.For more information please visit www.indianschool.com/isgi/