



PODAR INTERNATIONAL SCHOOL, MYSURU

Circular to Grade 1 to 5

18 March 2025

Subject: Reopening Details and Important Reminders for AY 2025-26

Dear Parents,

Greetings from Podar International School, Mysuru!

Re-Opening Dates	
Class	Date
Grade 2 to 5	22 May 2025
Grade 1 & Nursery	26 May 2025
Junior KG & Senior KG	28 May 2025

Uniform & Text Book Purchase: School uniforms & book sets can be purchased on online website, www.shopforschool.in or with the local vendor. Kindly follow the guidelines sent on 13 March 2025 for placing the order for the correct Book Sets online. Detailed circulars about text books and uniforms have been sent to you. Please revert back to school office for any further assistance. You are requested to place the order for the book sets and uniforms by 15 April 2025 in order to avoid last minute rush in the month of May 2025.

Details of the local vendor: Vastram Creations, #185, Mahadevgowda Circle, 5th Cross, 2nd Stage, Hebbal, Mysore-570016. Contact No.: 0821-3135479 / 9886223039 / 9964444461, Email ID: vastramcreationsmysore@gmail.com.

Fee Schedule 2025-26: The parents are requested to adhere to the schedule given below.

Installment	Class I – IV	Class V to X	Fee payment period
I Installment	Rs. 23,320	Rs. 25,400	On or before 15 th June 2025
II Installment	Rs. 23,320	Rs. 25,400	15 th September to 15 th October 2025
III Installment	Rs. 23,320	Rs. 25,400	15 th January to 15 th February 2026
Total	Rs. 69,960	Rs. 76,200	

Note: Fee for **new admission students:** Classes I to IV - Rs. 75,790/- and Classes V to X – Rs. 82,550/-.

5% Discount on Annual Fee: Please note parents can avail the 5% discount on the annual fee if it is paid on or before 15th June 2025.

10% Siblings Discount: We are pleased to inform you that a 10% sibling discount is now available for the second child enrolled in our school, effective immediately. To avail this discount, please ensure that all

previous year's fee dues are cleared. Parents who opt for the sibling discount are requested to verify the discounted amount displayed on the Loop portal before making the payment. Please contact the school office for any clarifications.

EMI Facility Plan for School Fees Payment of AY 2025-26: We are pleased to announce that our school has partnered with GrayQuest (GQ) to offer a convenient fee payment plan for the Academic Year 2025-26, allowing parents to **pay school fees in 10 equal monthly instalments (EMI) at zero extra cost**, with no interest or processing charges payable. This facility is available on the Loop Learning Portal and will only be open until the 1st instalment due date, i.e., **15th June 2025**, after which the deadline will not be extended further. Interested parents are requested to choose this option before the deadline date.

School Transport Fee Payment: The parents who have availed the school transport facility need to pay the fee on or before 15 May 2025.

Grade 6 Students' Admission at PIS Hebbal Branch: We express our profound gratitude for your support and cooperation for all the activities of the school, throughout the academic year 2024-25. We seek your continued support and cooperation in future days. You are requested to take the admission of your children to class 6, in Podar International School, Hebbal, on or before **15th April 2025**. Please note the total annual fee for grade 6 of existing parents for the academic year 2025-26 is Rs.76,200/-. The fees may be paid by three installments. You may confirm your child's admission to grade 6 by paying 1st Installment of school fee of Rs.25,400/- through online.

New Admission for the Academic Year 2025-26: We are pleased to announce that the admissions from Nursery to class 5 for the academic year 2025-26 are now open.

School Transport: For those who haven't opted for school transport yet, please note that you can still avail this facility. If interested, kindly contact the school office by 15 April 2025. New bus routes will be created based on the requests received, to ensure convenient pick-up and drop-off points for our students.

Language Options for Grade 6: Kindly note that the students of grade 5 of 2024-25 batch were asked to select the languages i.e. Kannada & Hindi for grade 6 for the Academic Year 2025-26. The same has been recorded by the class teacher.

Please note that the 2nd & 3rd Language books of Kannada will be issued in the school and the same will be intimated to you later.

Holiday Assignment: Kindly note that the holiday assignment for your child will be available for download on the Loop portal. The purpose of this assignment is to promote high-quality student learning and achievement, foster a love for learning and encourage academic growth and to provide continuity in learning during the holiday period.

Attendance Pledge: As we strive for excellence, we aim to achieve near 100% attendance in the upcoming academic year. To reinforce the importance of regular attendance, we will be distributing a hard copy of the "Attendance Pledge by Student" on the reopening day. We kindly request that students fill out the pledge form and return it to their class teacher on or before 1st June 2025. Together, let's make a commitment to attend school regularly and make the most of our academic journey!

Loop Learning: The Loop Learning portal is a dedicated platform for parents and school to connect, communicate, and collaborate. The parents can log into the portal for academic resources, announcements/messages/circulars from school (<https://www.looplearning.com>).

School Office: For any queries or concerns regarding fees, admissions, or general information, please contact us during office hours between 9.00 a.m. to 4.00 p.m.

S.No	Designation/Department	Contact Number	E mail id
1	School Reception	0821 230 3003	fde.mysore@podar.org
2	School Administrator	7208963631	admin.mysore@podar.org
3	School Accountant	0821 230 3003	account.mysore@podar.org
4	Admission Counsellor	88288 99616	ac.mysuru2@podar.org

School Timing and Punctuality: The school operates from 8:45 am to 3:15 pm on weekdays and 8:45 am to 12:40 pm on Saturdays, with all second Saturdays being holidays. We emphasize the importance of punctuality, as it helps children develop discipline and appreciate the value of time, fostering positive changes and combating laziness. To uphold this value, students are expected to arrive at school by 8:45 am sharp every morning.

Taking Students Home During the Class Hours: To ensure uninterrupted learning and maintain the smooth functioning of the school, we kindly request that you refrain from picking up your child during school hours (except in cases of emergency or illness). In such exceptional circumstances, the school will notify you to collect your child. We appreciate your cooperation in adhering to this policy, as outlined in the detailed circular shared earlier through the Loop portal.

With regards,



PRINCIPAL