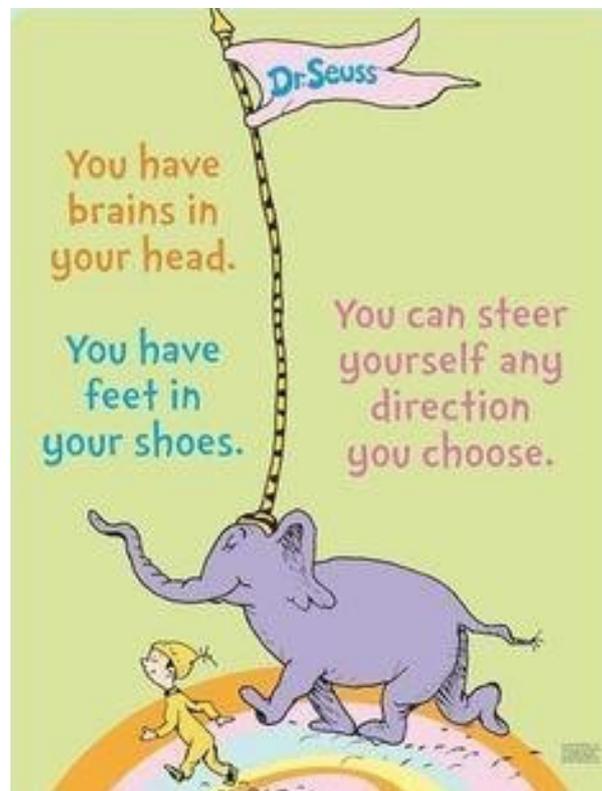




strawberry fields
HIGH SCHOOL

Admission Policy



Date of review: November 2021

Next Review Date: November 2022

Policy Review Committee: Director (HoS), Principal, Vice Principal & IB DP Head, High School Coordinator, IB DP Coordinator, Middle School Coordinator, Junior School Coordinator, Senior Administrative Officer, Jolly Raizada (Educator), Puja Goyal (Educator), Anmol Jain (Parent), Mehak Bhan (Parent), Madhavi Lamba (Parent), Mehr Mehta (Student), Tapreet Kaur (Student), Sehar Malik (Student), Tishya Gupta (Student)

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Mission Statements

Strawberry Fields High School

Education for Strawberry Fields High School is a dynamic process which, through reflective and contextual pedagogy, takes along students, educators and parents on an inviting journey that explores the worlds of intellectual, emotional and spiritual learning. Our immersive approach helps children discover their potential and apply their talents, to connect better to the world around them. It inspires and equips them to become lifelong learners who are responsible and compassionate world citizens.

The International Baccalaureate Organization (IB)

The International Baccalaureate Organization aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect. To this end the IBO works with schools, governments and international organizations to develop challenging programmes of international education and rigorous assessment. These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right (International Baccalaureate Organization, 2015).

Council for the Indian School Certificate Examinations (CISCE)

The Council for the Indian School Certificate Examinations (CISCE) is committed to serving the nation's children, through high quality educational endeavours, empowering them to contribute towards a humane, just and pluralistic society, promoting introspective living, by creating exciting learning opportunities, with a commitment to excellence (Council for Indian School Certificate Examinations, 2013).

About Strawberry Fields High School

Strawberry Fields High School (SFHS), a co-educational day school, was established in April 2004 for students in the age group 5 to 18 years, from Kindergarten to Class 12. It is affiliated to the Council for the Indian School Certificate Examination, which administers the Indian Certificate of Secondary Education (ICSE) external examinations in Grade 10, and the Indian School Certificate (ISC) external examinations in Grade 12. For ISC students, in Grades 11 and 12, we offer the Science, Commerce and Humanities streams. In the spirit of establishing an educational environment for students with diverse academic interests, we also offer the International Baccalaureate (IB) Diploma Program for students in Grades 11 and 12.

Strawberry Fields is currently applying for candidacy and authorization for the Primary Years Programme for Junior School (UKG) for the upcoming session (2022-2023), subject to the approval of the International Baccalaureate Organization (IBO).

Statement of Intent

At SFHS we value student diversity and respect the dignity of each individual regardless of age, culture, religion, colour, ethnicity, race, national origin, gender, sexual orientation, language, disability, economic status, creed, etc. We recognise that students have individual learning styles, potentials and differences and strive to overcome barriers and challenges through caring support, therefore providing equal opportunities for all.

For Special Education Needs

SFHS supports and practices the ideal of inclusive education in our endeavour that all students participate and evolve together. We support students with special educational needs with educators from our Special Educational Needs department. However, due to staffing/resourcing constraints, we are not equipped to handle extreme conditions. We have experience of supporting students with mild conditions of Dyslexia, Attention Deficit Disorder, Attention Deficit Hyperactivity Disorder, mobility impairment and borderline functional Autism. *(Refer to Inclusion Policy)*

➤ **Academic Calendar**

The academic year is from April to mid-March. Session for Class 11 starts in mid-April.

➤ **Admission Process**

Our admission process is simple and transparent, in accordance with the government guidelines. The admissions process is overseen and facilitated by the Admission Committee in close consultation with the Senior Leadership Team and other designated members of the school's faculty.

○ **Eligibility**

Students are eligible for classes according to their age. The age of candidate is calculated from April 1, at the beginning of the academic session, till March 31, the end of the academic session.

Class	Age of the candidate
Kindergarten	5+
Class 1	6+

Class 2	7+
Class 3	8+
Class 4	9+
Class 5	10+
Class 6	11+
Class 7	12+
Class 8	13+
Class 9	14+
Class 10	15+
Class 11	16+
Class IB DP	16+
Class 12	17+

○ **Admission Criteria**

For admissions in Kindergarten (KG) to Class 8 the Right to Education Act 2009 (RTE) does not allow interviews, entrance/placement tests or parents qualifications as admission criteria.

Class KG

General Category – While we would very much like to accommodate all applicants, we are constrained by our class size. Students are selected through a draw of lots. However, preference is given to the following:

1. Students whose siblings are studying at Strawberry Fields High School or Strawberry Fields Play School, Sector 24, Chandigarh.
2. Children studying in Lower KG at Strawberry Fields Play School, Sector 24, Chandigarh.

EWS Category – Twenty five percent seats in KG are reserved for students from economically weaker sections (EWS) of society residing in the Union Territory of Chandigarh. In case the number of applications exceeds the number of seats, admission will be through a draw of lots.

The applicant should be:

1. A resident of Chandigarh. Criteria followed for the same is as notified by the Chandigarh Administration.
2. Annual family income of the applicant should not exceed Rs. 1,50,000/- per annum.

Class 1 to 8

Admission to classes 1 to 8 is subject to there being a vacancy.

Preference is given to the following:

1. Students whose siblings are studying at Strawberry Fields High School, Sector 26, Chandigarh.

2. Students whose siblings are studying at Strawberry Fields Play School, Sector 24, Chandigarh.

Class 9

Admission to class 9 is subject to there being a vacancy.

1. Candidate should have completed 8 years of education from a recognised school.
2. Candidate should have attained a minimum of 75% aggregate in their internal school assessment.
3. In case of candidate applying with GPA scores, the scores will be converted to % as prescribed.

As the ICSE programme is a two-year continuous programme, admissions are only made in Class 9. However, transfer cases are considered from other ICSE schools with the prior approval of CISCE and if the same subject combination is available in SFHS.

Class 11

Strawberry Fields High School offers admission to candidates in Class 11 (10+2 of the ISC Board) in the Commerce, Humanities and the Science streams and in the International Baccalaureate Diploma Programme.

Admission to class 11 is subject to there being a vacancy.

1. Candidate should have completed 10 years of education from a recognised school.
2. Candidate should have passed or should be appearing for the Class 10 Board Examination / Internal School Examination.
3. Candidate should have attained a minimum of 80% aggregate for Humanities and Commerce Streams and for Science Stream, a minimum of 85% aggregate with 85% marks in each of the subjects Physics, Chemistry, Biology and Mathematics as applicable.
4. In case of candidate applying under the with GPA scores, the scores to be converted to % as prescribed.

As the ISC programme is a two-year continuous programme, admissions are only open in Class 11. However, transfer cases are considered from other ISC schools with the prior approval of CISCE, and if the same subject combinations are offered at SFHS.

Note: The Admission Form entitles the applicant to be considered for a Provisional Admission. It does not guarantee admission and is subject to the student's Class 10 Board Exam result / Internal School Exam result / previous academic track record and performance in the School's written test results.

o Admission Procedures

We operate from a common admission schedule provided by the local educational authorities and our process is in accordance with the government guidelines –

1. Admission Forms and Schedules

All admission forms and schedules are available online on the school's website

(<https://strawberryfieldshighschool.com/admissions/>) or can be collected from the school reception during school hours. Admission forms have to be completed in hardcopy or online from the website and must be submitted by a parent/guardian within the specified time frame. In case prospective parents require more information or clarity about any aspect of the school they may request for an interaction by writing an email to contact@sfhs.in post which, they will be connected with the relevant member of the Admission Committee.

Kindergarten to Class 8

The admission process usually commences from early December and is completed by mid-February preceding the start of the academic year in which admission is required.

Class 9

The admission process usually commences from early January and is completed by mid-March preceding the start of the academic year in which admission is required.

Class 11

The admission process usually commences from early January and is completed by end-March preceding the start of the academic year in which admission is required.

Mid-Session Admission

Candidates are considered for mid-session admission to accommodate transfer of parents, relocation to the city, or any other family exigency subject to there being a vacancy. Parents/guardians are required to email a request letter clearly detailing the grounds for seeking admission to contact@sfhs.in

(Refer to Admission Forms on the school website: strawberryfieldshighschool.com)

2. Verification for eligibility

The form is required to be submitted with a number of specified document and photographs. The same are verified by the Admission Committee for a candidate to qualify for the eligibility list which is displayed on the school notice board and website on the specified date. The committee has the right to reject an application in case the required documents are not furnished.

Required documents:

General Category

1. Two family and two passport size photographs of the applicant
2. One passport size photograph of each parent
3. Attested photocopy of birth certificate or any other document prescribed by Chandigarh Administration

4. Attested photocopy of Passport, Visa and OCI / PIO or Student Visa in case of foreign national
5. Attested photocopy of residence proof (Ration Card / Voter I-Card / Electricity or Water Bill / Tenant's Deed / Gas Connection / Aadhaar Card / Passport etc.)
6. Any other documents (photocopies) related to the child's accomplishments in the field of academics, sports and / or extra-curricular activities

EWS Category

1. Two family and two passport size photographs of the applicant
2. One passport size photograph of each parent
3. Attested photocopy of birth certificate or any other document prescribed by Chandigarh Administration
4. Proof of residence in Chandigarh. Criteria for the same is as specified by the Chandigarh Administration. (Ration Card / Voter I-Card / Electricity or Water Bill / Tenant's Deed / Gas Connection / Aadhaar Card / Passport etc.)
5. Attested copy of the Income certificate of the family for the current financial year, issued by the Sub Divisional Magistrate
6. Any other documents (photocopies) related to the child's accomplishments in the field of academics, sports and / or extra-curricular activities.

Additional documents

- ❖ ***Classes 1 to 8*** – A copy of the most recent academic report.
- ❖ ***Class 9 – Additional ICSE Document Requirements***
 - Internal School Assessment of Class 7 and 8 attested by the Principal
 - Transfer Certificate with attendance from previous school
 - Latest passport size photograph of the student
- ❖ ***Class 10 – Additional ICSE Document Requirements***
 - Internal School Assessment of Class 7, 8 and 9 attested by the Principal
 - Details of subjects that the student has been registered for by the old school, along with the UID / Index Number attested by the Principal.
 - Details of attendance in Grade 9 and all Project / Practical Work submitted by the student in Grade 9, attested by the Principal
 - Transfer Certificate with attendance from previous school
 - Latest passport size photograph of the student
- ❖ ***Class 11 – Additional ISC Document Requirements***
 - Internal School Assessment for classes 9 and 10 / Pre – Board Examination result of Class10 attested by the Principal
 - Transfer Certificate with attendance from previous school
 - Latest passport size photograph of the student

❖ **Class 12 – Additional ISC Document Requirements**

- Internal / Board Assessment for classes 9, 10 and 11 attested by the Principal
- Details of subjects that the student has been registered for by the old school, along with the UID / Index Number attested by the Principal
- Details of attendance in Grade 11 and all Project / Practical Work submitted by the student in Grade 11, attested by the Principal
- Transfer Certificate with attendance from previous school
- Latest passport size photograph of the student

3. Selection Process

Class KG – Once, seats are filled, using the admission criteria, a draw of lots, if necessary, is held in the presence of parents, a representative from the Educational Department and the Admission Committee of the school.

Class 1 to 8 – Admission is subject to there being a vacancy. After giving preference in accordance with the admission criteria, a draw of lots, if necessary, is held in the presence of the Admission Committee of the school.

Class 9 to 12 – Eligible candidates are required to appear for an Entrance Test and an Interaction. The final selection is made on the basis of the applicant's overall performance. The syllabus for the Entrance Test is updated and shared on the School's website along with the Admission Forms.

❖ **Class 9**

SFHS offers admission to candidates in Class 9 with the following subjects being offered:

- Group I
 - English (compulsory)
 - Second Language (Hindi / French / Punjabi)
 - History Civics and Geography (compulsory)
- Group II
 - Mathematics (compulsory)
 - Physics, Chemistry and Biology (compulsory)
- Group III
 - Computer Applications / Economic Applications / Physical Education / Art / Indian Music (Hindustani)

Note: It is advised that students may choose French or Punjabi as a Second Language only if they have studied the subject for a minimum of three years prior to applying for Class 9.

❖ **Class 11**

The following subjects are offered in ISC at SFHS:

Group	Commerce	Humanities	Science
1	English (compulsory)	English (compulsory)	English (compulsory)
2	Commerce	Political Science OR Psychology OR Physical Education	Physics
3	Accounts	Economics OR Physical Education	Chemistry
4	Economics	Sociology OR Psychology OR Mathematics	Mathematics OR Biology
5	Mathematics OR Physical Education OR Indian Music (Hindustani)	History OR Mathematics OR Art OR Physical Education OR Computer Science OR Indian Music (Hindustani)	Mathematics OR Computer Science OR Physical Education OR Art OR Indian Music (Hindustani)

Students may choose any one stream of their choice wherein they need to select a total of 5 subjects, which must necessarily include English.

Important Note: However, if a student wishes to choose a particular combination that is not offered, an application may be sent to the High School Coordinator detailing the request and the school will try and accommodate it.

International Baccalaureate Diploma Programme

Admission Criteria

External Students

1. All applicants are required to fulfil the following conditions to gain admission to the International Baccalaureate Diploma Programme at Strawberry Fields High School.

2. Applicant and parent/guardian are required to attend an interaction with a member/s of the school management (IBDP Coordinator, IBDP Head, HOS) to be apprised about the structure of the IB DP and provide opportunity for them to gain greater clarity about the programme so that they make an informed choice about pursuing the programme.
3. Applicant should have passed a recognised secondary board examination/internal school examination for Class 10 in all subjects they had undertaken to study and be assessed for - candidates will be given provisional admission till results from the board are published latest by the 3rd week of May (academic year for Grade Year 1 begins from mid-April).
4. There will be placement tests, in which students must attain at least 80% if they wish to pursue English, Mathematics and/or the Sciences – Biology, Chemistry, Physics and Computer Science at Higher Level. All students will be required to take English and Mathematics tests. Students and parents will be advised of the subject and levels choices based on the results of their placement tests.

Course Selection:

Diploma Programme students are required to take 1 subject from each of the 6 subject groups – a minimum of 3 at Higher Level (HL) and the remaining at Standard Level (SL) along with the DP Core which includes Theory of Knowledge (TOK), Creativity, Action and Service (CAS), and the Extended Essay (EE).

International Baccalaureate Diploma Programme Core (Compulsory) Theory of Knowledge (ToK) Creativity, Activity and Service (CAS) Extended Essay (EE)					
Group 1 Studies in Language and Literature	Group 2 Language Acquisition	Group 3 Individuals and Societies	Group 4 Science	Group 5 Mathematics	Group 6 The Arts
<ul style="list-style-type: none"> • English Language & Literature – HL/ SL 	<ul style="list-style-type: none"> • Hindi BHL/ SL • French B HL/ SL • French ab initio SL 	<ul style="list-style-type: none"> • Economics HL/ SL • History HL/ SL • Psychology HL and SL • Business Management HL/ SL 	<ul style="list-style-type: none"> • Biology HL/ SL • Physics HL/ SL • Chemistry HL/ SL • Computer Science HL/SL • Environmental Systems and Societies SL 	<ul style="list-style-type: none"> • Mathematics: analysis & approaches HL/ SL • Mathematics: application & interpretation HL/SL 	<ul style="list-style-type: none"> • Visual Art HL/ SL • Others*

*choice to be indicated in group 3 or group 4.

The timetable for the DP is created to accommodate various combination of courses which are required for diverse career paths and the School endeavours to meet each applicant's first preference as far as possible. In the event that it is not feasible to offer the course of the applicant's first preference, the School will ask for the applicant's second and third preferences for courses in Groups 3 and/or 4.

Important Note: However, if a student wishes to choose a particular combination that is not offered, an application may be sent to the Diploma Programme Coordinator detailing the request and the school will try and accommodate it.

Admission Requirements:

1. Admission is subject to vacancy
2. The applicant should have completed 10 years of education from a recognised school.
3. The applicant should have passed or should be appearing for the Class 10 Board Examination/Internal School Examination.
4. The Admission Form entitles the applicant to be considered for provisional admission. It does not guarantee admission and is subject to his/her Class 10 Board Exam result and/or Internal School Exam result and/or previous academic track record and performance in the School's written test results.
5. The applicant and a parent(s)/guardian are required to attend an interaction with the IB DP Coordinator/School Management to be apprised about the programme.
6. There will be placement tests, in which students must attain at least 80% if they wish to pursue English, Mathematics and/or the Sciences – Biology, Chemistry, Physics and Computer Science at Higher Level. All students will be required to take English and Mathematics tests. Students and parents will be advised of the subject and levels choices based on the results of their placement tests.
7. In case of a candidate is applying under the CCE pattern with CGPA scores, the scores must be converted to a percentage as prescribed.
8. At this time, SFHS only offer admissions to students seeking to complete the entire Diploma and does not support DP Certificate Candidates.

Selection:

Eligible candidates will be required to submit a duly filled in admission form and appear for a placement test and an interaction. The final selection will be on the basis of the applicant's overall performance.

Placement test for admission to the IB DP Year 1, will be conducted between January and March. The test will be conducted after the duly filled in form is submitted with the School Office following which the date for the test will be communicated to the applicant.

Selected students will be intimated within 5 working days of their taking the placement test. Admission fee must be deposited in the School Office between 10:00 AM and 3:00 PM within 5 working days of receiving the offer letter. Admission will be confirmed after the fee has been paid.

Admission Forms will be accepted no later than the 3rd week of March. An orientation for selected students and their parents will be held in April.

Documents to be submitted:

- Internal School Assessment / Pre-Board Examination Result of Class 10, attested by the Principal of the school last attended
- Character Certificate from the school last attended Latest passport size photograph of the student

Admission Criteria for SFHS students

- Students at SFHS interested in the IB DP will not be required to undergo the admission placement tests. However, interested parents and students will be required to attend a counselling session with the school management to discuss the intricacies of the programme. After a thorough interaction and in consultation with their subject teachers, an analysis of their pre-board results and previous academic attainment, students will be advised to enable them to make an informed decision.

Placement Test Details:

1. English (Compulsory) Duration: 1:30 hours

Syllabus:

- Reading Comprehension
- Writing Task
- Functional Grammar

2. Subject: Mathematics Compulsory) Duration: 1hour

Syllabus

- Number system
- Probability
- Statistics
- Quadratic Equations
- Trigonometry- Height and distance
- Coordinate Geometry (Distance and section formulae, straight lines)
- Circle
- Mensuration

3. Subject: Physics (for applicants opting for Physics HL) Duration:1 hour

Syllabus

- Reflection and Refraction of Light
- Current Electricity
- Electromagnetism
- Motion In One Dimension

- Pressure and Upthrust
4. Subject: Chemistry (for applicants opting for Chemistry HL) Duration:1 hour
Syllabus
- Acids, Bases and Salts
 - Periodic Table
 - Metallurgy
 - Organic Chemistry
5. Subject: Biology (for applicants opting for Biology HL) Duration: 1 hour
Syllabus:
- Genetics and heredity
 - Plant Physiology- Photosynthesis and respiration
 - Cytology- Cell structure, cell division, cell cycle
 - Cell Division and Cell Cycle
 - Circulatory System
6. Subject: Computers (for applicants opting for Computer Science HL) Duration: 1 hour
Syllabus:
- Data Types and Operators in Java
 - Wrapper classes and their functions
 - Constructors
 - Arrays
 - Iteration in Java

➤ **Admission Committee**

The admission committee supervises and facilitates the admission process at SFHS.

S. No	Name	Designation
Senior Leadership		
1.	Mr. Atul Khanna	Director (HoS)
2.	Ms. Sangeeta Sekhon	Principal
3.	Ms. Nisha Kaul	Vice Principal
Coordinators		
4.	Ms. Shabnam Singha	High School Coordinator
5.	Ms. Guneet Gill	Middle School Coordinator
6.	Ms. Tina Bajwa	Junior School Coordinator
7.	Ms. Smita Satyarthi	IBDP Coordinator
Administrative Office		
8.	Mr. Anil Kumar Rampal	Senior Admin Officer
9.	Mr. Ajay Kumar	Executive Officer

➤ Roles and Responsibilities

The admissions process is overseen and facilitated by the Admission Committee in close consultation with the Senior Leadership Team and other designated members of the school's faculty.

Administrative Office:

- ✓ To be the first point of contact for prospective parents, receiving mails and walk in interactions.
- ✓ To forward inquiries and queries to relevant members of the committee and ensure a response to the concerned parent.
- ✓ To guide prospective parents with regards to the admission process and facilitate information dissemination.
- ✓ To coordinate and arrange for interface/interactions with relevant members of the committee for detailed information regarding aspects of the school if requested.
- ✓ Communicate with the Chandigarh Education Department to receive guidelines and ensure that they are followed. Respond to communication from the DPI Office providing required documents, data and reports etc.
- ✓ Oversee the admission process by receiving admission forms, both online and offline.
- ✓ Check and verify required documents and communicate and guide parents accordingly.
- ✓ Keep record of submitted forms and issue receipts to parents.
- ✓ Compile the eligible candidates list.
- ✓ Prepare documents and notices related to the admission process.
- ✓ Facilitate the conduct of draw of lots with the other committee members.
- ✓ Facilitate and support parents of admitted candidates with offer letter, payment of fee and information packs.

Coordinators:

- ✓ To meet parents on request in order to provide detailed information on aspects of the school related to their respective departments. Respond to emails regarding department related admission queries and the admission process.
- ✓ To counsel and apprise parents and prospective candidates about the affiliating boards, school academic programmes and co-curricular opportunities to help them decide whether SFHS is the right fit for them.
- ✓ Contribute to the designing and review of the admission form in accordance with the changing contexts, annually.
- ✓ Facilitate the conduct of draw of lots with the other committee members.
- ✓ Coordinate and collaborate with educators to finalise the entrance exam syllabus, format and content.
- ✓ To prepare the entrance related information packs for the school website.
- ✓ Conduct the entrance exam in accordance with the schedule and supervise the result collation.
- ✓ Study the entrance exam papers of each candidate and partner with the SLT to conduct an interaction with the prospective candidate/parents.

- ✓ Record findings to provide comprehensive comments with regards to the suitability of the candidate to the Senior Leadership Team for them to be able to make an informed decision.
- ✓ Facilitate and support the induction of the admitted candidates.

Senior Leadership Team (SLT):

The SLT has direct responsibility and final authority for determining who is admitted to SFHS.

- ✓ Formulate and review annually, the eligibility and admission criteria in accordance with the government guidelines and school context.
- ✓ Finalise the school admission schedule following the common admission schedule provided by the Chandigarh Education Department.
- ✓ Meet prospective candidates and parents on request.
- ✓ Determine the most effective methodology for evaluating applications and candidates, informed by best-practices in the field of education.
- ✓ Supervise and monitor the draw of lots and related procedures.
- ✓ Review the entrance exam papers and results, take input from other members of the committee and interact with prospective candidates and parents to identify candidates who have the greatest likelihood of attaining success in the SFHS ecosystem.
- ✓ Provide the offer letter to selected candidates.
- ✓ Be responsible for assuring compliance with the admissions policies and practices.
- ✓ Take responsibility for the periodic review of admissions policies and practices and promulgating and adopting any necessary revisions.
- ✓ The SLT, in collaboration with the other Admission Committee members, assumes responsibility for assurance that best-practices are adhered to. Additionally, it assumes the responsibility for training new members, updating them about admissions policies and procedures.

Note: The entrance exam and related selection procedures are only relevant for classes 9 to 12.

The admission committee tracks the success of the admissions process each year by maintaining a database of pertinent information on the applicants. This committee reviews admission requirements for the program annually making recommendations for change in the standards for admission. The same are uploaded on the school website.

➤ **Links to other policies**

○ **Assessment Policy**

During the admissions process, the school organizes placement/entry tests for admission to the high school, as is mentioned above. In addition, the candidate's suitability for particular subjects in the high school is based on previous academic records and results.

- **Academic Honesty Policy**

The school has a well-defined Academic Honesty Policy in place that governs all practices, including evaluation of past academic records to assess the student's true ability and interest. Any violation of the policy during the process can result in withdrawal of the admissions offer.

- **Inclusion Policy**

During the admissions process, candidates need to provide complete documentation of their academic history, educational evaluations, and details of extra academic or specialist support they have had or are currently receiving (evaluation reports, individualized learning plans or individualized education plans, documentation of diagnosis). Please note that although SFHS does not screen for admission, we use the aforementioned information to gauge the level and availability of support that the school will be able to provide to the students.

- **Language Policy**

The school celebrates linguistic and cultural diversity and encourages expression in multiple languages as delineated in the Language Policy. To this end, it does not discriminate against students of any cultures, ethnicities or linguistic backgrounds while admitting students to the school.

- **Reference List**

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