## **GUIDELINES FOR ONLINE REGISTRATION SESSION (2024-25)**

- Registration Starting Date for Nursery, LKG, UKG, 1<sup>st</sup> & 2<sup>nd</sup> 10<sup>th</sup> January 2024.
- Registration Form Charges Rs.800/-
- Age Limit:
  - > Nursery: -Between 1<sup>st</sup> April 2020 and 31<sup>st</sup> March 2021
  - L.K.G:- Between 1<sup>st</sup> April 2019 and 31<sup>st</sup> March 2020
  - ➤ U.K.G:- Between 1<sup>st</sup> April 2018 and 31<sup>st</sup> March 2019
  - > 1<sup>ST</sup> CLASS Between 1<sup>st</sup> April 2017 and 31<sup>st</sup> March 2018
  - > 2<sup>ND</sup> CLASS Between 1<sup>st</sup> April 2016 and 31<sup>st</sup> March 2017 (T.C. IS CUMPULSORY)
- Counseling date will be informed later through phone call.
- It is mandatory to have a valid Mobile No. for communication.
- The online registration form will only be accepted upon successful online payment of the registration fees.
- Upon successful payment of registration fee, the system will generate:
  - An Acknowledgment Receipt with a Registration Number which you would need for all further correspondence.
  - Username and password would be mentioned in the Acknowledgment Receipt for viewing and printing your form.
- Documents required during counseling-
  - Printed Registration Form
  - Printed Acknowledgment Receipt.
  - ➤ Copy of Birth Certificate from Nagar Nigam/Janpat Panchayat.
  - One Passport size photo
  - T.C. is compulsory for admission in 2<sup>nd</sup> class.
- Kindly fill in the particulars of the child (i.e. name, parent's names, date of birth and other details) correctly.
- The date of birth filled in the form must tally with the birth certificate of the child.
- The management of the school reserves all rights of admission or rejection and is not bound to give reasons for admission or rejection of any particular candidate.
- Incomplete registration forms or those with incorrect information will automatically stand rejected.