

## **REGISTRATION FOR ADMISSION FOR ACADEMIC YEAR 2022-2023**

1. Application should be duly filled in.
2. The child should have completed 3½ years of age as on 1st June 2022 for LKG and 5 years of age as on 1st June 2022 for UKG and 6 years for Class I.
3. Fill in the particulars of the child (i.e. name, parent's names and date of birth) as in the Birth Certificate correctly. The date of birth filled in the form must tally with the one recorded in the Date of Birth certificate. No change whatsoever will be made after the admission.
4. 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.
5. Incomplete registration forms or those with incorrect information will automatically stand rejected.
6. The School does not accept any donation for admissions. Parents should beware of third parties making false claims of helping to procure admission and collecting money on behalf of the School. If they enter into any transaction with such parties, they will be doing so at their own risk and the school shall not be responsible for it. The School will appreciate to be informed if there is any such person or persons so that proper legal action can be taken against them.
7. No telephonic enquiry about admissions will be entertained. For children below Grade I, an informal interaction is conducted in order to understand the child's school readiness, developmental milestones and special needs, if any.
8. You must have a Valid personal e-mail ID for communication. If there is any change in the e-mail, mobile number, address and any other relevant information you are requested to inform the school office, at the earliest as this helps the school and parents to stay connected. Parents can also meet the Co-ordinator / Principal on the day of Interaction.
9. If your registration form is successfully uploaded the computerized system will generate an Acknowledgement Receipt with a reference number. Please make sure that the Pop-up Blocker is 'Turned Off', to get the Acknowledgement Receipt.

10. The Original Birth Certificate issued by the Municipal Corporation or Registrar of Deaths and Births, along with a Photostat copy of the same must be brought to the school at the time of admission.
11. An amount of Rs.500/- should be remitted online to proceed with the submission of the application.
12. An SMS/WhatsApp message on the day of admission will be sent to the mobile number provided with the application.